

DUTY STATEMENT

Classification: Energy Commission Specialist II	Position No. 6100-4185-XXX
CBID: R10	Office: Advanced Vehicle Technologies Office
Date Prepared: July 17, 2018	Division: Fuels and Transportation
KEY: (E) IS ESSENTIAL, (M) IS MARGINAL	

Under the general supervision of the Energy Resources Specialist III (Supervisory) in the Advanced Vehicle Technologies and Planning Unit of the Advanced Vehicle Technologies Office within the Fuels and Transportation Division, the incumbent will serve as a prime resource and innovator, facilitating the development and deployment of alternative and renewable fuels as well as infrastructure and vehicle technologies in California. The incumbent will provide expert guidance on highly complex and technical tasks and will provide expert consultation so as to recommend policy options concerning the development of alternative and renewable fuels and vehicle technologies. The incumbent will work independently and/or participate in a team to address highly sensitive and complex issues and barriers pertaining to achieving the Energy Commission's goals and objectives for the transportation sector.

WORKING CONDITIONS:

The work is performed in an indoor office and meeting room setting involving sitting, standing, and walking. The candidate must work well with people inside and outside the Energy Commission, including members of the general public. Travel may be required to attend workshops, hearings, and meetings. Additional hours beyond an eight-hour workday or forty-hour workweek may be required. While performing the duties described below, the incumbent will be required to work alone and/or in a team environment, using a personal computer and appropriate Energy Commission software such as word processing, electronic mail and Internet; participate in and lead meetings with other staff and with other agencies.

DUTIES AND RESPONSIBILITIES:

- 35% May serve as project lead providing expert guidance so as to develop projects to meet the office program goals for the development of alternative fuels and advanced transportation energy technologies that transform California's fuel and vehicle types to help attain the state's climate change policies and petroleum reduction objectives. Develop solicitations, review and score solicitation proposals, and provide technical oversight and management of agreements resulting from the solicitations from the Alternative and Renewable Fuel and Vehicle Technology Program. (E)
- 30% Serve as a technical and policy resource specialist and expert on specialized technological advancements for the Fuels and Transportation Division. Represent the Division and Energy Commission at senior level multi-stakeholder workgroups and policy forums with other state and federal agencies, automobile manufacturing companies, other units/offices

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CEC-004 (Revised 04/16)

CALIFORNIA ENERGY COMMISSION



and divisions of the Energy Commission, and non-profit advocacy and environmental organizations. Represent the Office and Division at internal briefings before the Transportation Commissioner. (E)

- 15% Evaluate and facilitate the development and deployment of alternative fuel vehicles by managing economic incentives to stimulate vehicle purchases, providing technical assistance, and participating in meetings with vehicle, engine, and component part manufacturers to accelerate and expand the introduction of alternative fuel vehicles in California. (E)
- 15% Evaluate and facilitate the development and deployment of alternative fuel infrastructure and fueling stations for natural gas, electric drive, hydrogen, biodiesel/renewable diesel, ethanol, E85, and propane by managing economic incentives to stimulate infrastructure development, providing expert guidance and participating in meetings with developers, local governments, and other parties to accelerate and expand the introduction of alternative fuel infrastructure in California. (E)
- 5% Perform other duties as required consistent with the specifications of this classification. (M)

Signatures	
I CERTIFY THAT I AM ABLE TO PERFORM, WITH OR WITHOUT THE ASSISTANCE OF A REASONABLE ACCOMMODATION, THE ESSENTIAL DUTIES OF THIS POSITION.	
VACANT Energy Commission Specialist II (TED)	Ben De Alba Energy Resources Specialist III (Supervisory)
Date	Date